



**JEWISH CHAPLAIN
CORRECTIONAL FACILITY**
Final Filing Date: October 30, 2008

OPEN, NONPROMOTIONAL – SPOT

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - Equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

EXAMINATION BASE DEPARTMENT OF CORRECTIONS AND REHABILITATION

SPOT EXAM FOR: **NORTH KERN STATE PRISON
WASCO STATE PRISON
KERN VALLEY STATE PRISON**

WHO SHOULD APPLY Applicants who meet the minimum qualifications as stated below and who have not previously tested with the Department of Corrections and Rehabilitation (CDCR) during this testing period. CDCR testing periods for this examination are: **JANUARY - DECEMBER**. Applications will not be accepted on a promotional basis.

HOW TO APPLY Submit applications to the Local Testing Office(s) listed below. Candidates may only establish eligibility in one location. Applications may be filed in person or by mail.

Submit Examination Application (Std. Form 678)

By mail with: or **In person with:**

**NORTH KERN STATE PRISON
DELEGATED TESTING OFFICE
P.O. BOX 5007
DELANO, CA. 93216-5007**

**NORTH KERN STATE PRISON
PERSONNEL
2737 W. CECIL AVENUE
DELANO, CA. 93215**

NOTE: Only applications with an original signature will be accepted.

NOTE: The wearing of denim or gray sweats on institution grounds is prohibited.

APPLICATION DEADLINE/ REQUIREMENTS **October 30, 2008** is the final filing date. Applications postmarked, personally delivered, or received via interoffice mail after this date will not be accepted for any reason.

All applicants must meet the education and/or experience requirements for this examination by the final filing date.

TEST DATE It is anticipated that Qualifications Appraisal Interviews will be held during **November/December**.

SALARY RANGE(S) As of: **September 1, 2008**
\$ 3,894.00 - \$ 4,867.00 per month.

MINIMUM QUALIFICATIONS **Either I**
Ordained rabbi duly accredited by, and in good standing with, a recognized California rabbinical body.

Or II
A lay person or a vested Cantor who has demonstrated pastoral competence as certified and endorsed by the Board of Rabbis of Northern California or the Board of Rabbis in Southern California.

and
Experience: Two years of experience in one or a combination of the following:
1. As a chaplain in the armed services, or in a public or private institution. or
2. As either a rabbi or assistance rabbi of a congregation. Or
3. As an ordained rabbi in religious education work, as a teacher, or as a director of religious education or of young people's activities, or as a Hillel director.

and
Either one or a combination of the following:
1. Completion of twelve months or four quarters of a full-time resident clinical pastoral training program approved by the National Conference on Clinical Pastoral Education. Or
2. Completion of the equivalent of two years of full-time supervised clinical or field training in pastoral care, social work, psychology, counseling and guidance, or other related fields. Or
3. The equivalent of one year of service as a National Jewish Welfare Board approved civilian chaplain.

(Full-time graduate study, beyond studies required for ordination, if in pastoral counseling, psychology, or a related field may be substituted for a maximum of six months of the clinical pastoral training, or supervised clinical or field training, or civilian chaplain service, on the basis of one year of graduate study for three months' training or service.)

and
Education: Completion of theological studies for ordination as a rabbi at a recognized Jewish theological school; and equivalent to graduation from college with a minimum of 12 semester units in counseling, psychology, or a related field.

EXAMINATION PLAN

This examination will consist of a Qualifications Appraisal Interview only. The interview will include a number of predetermined job-related questions. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview. **CANDIDATES WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.**

Qualifications Appraisal -- Weighted 100.00%

Scope:

Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate's:

A. Knowledge of:

1. Factors involved in the development of behavior problems, including a knowledge of mental disorders and principles of mental hygiene
2. Purposes of mental, developmental, and correctional institutions
3. Methods of rehabilitation

B. Ability to:

1. Organize, prepare, and conduct Jewish religions services and courses on ethics, religion and sacred music.
2. Counsel institution residents and their families on moral and ethical problems
3. Establish rapport with institution residents
4. Analyze situations accurately and adopt an effective course of action
5. Effectively promote equal opportunity in employment and maintain a work environment that is free of discrimination and harassment.

ELIGIBLE LIST INFORMATION

The resulting eligible list will be established to fill vacancies for the Institutions listed above. The list(s) will be abolished **24** months after establishment unless the needs of the service and conditions of the list(s) warrant a change in this period.

POSITION DESCRIPTION AND LOCATION(S)

The **JEWISH CHAPLAIN** interviews and counsels mental patients, developmentally disabled residents, juvenile or adult offenders, or Veterans Home members on ethical and moral problems and spiritual matters; presides at Sabbath and Jewish holiday services, and conducts other Jewish rituals as needed by institution residents; organizes and instructs classes in Jewish religion, ethics and sacred music, cooperates with other staff members in carrying out the institution treatment program; supervises the arranging of programs conducted in the institution by visiting religions and allied groups; assists in the problems involving welfare agencies where family help is needed; visits the sick; works with resident's in their group and club activities; counsels with families on problems involved in rehabilitation; explains and interprets the institution's religions program to community groups; and serves, when designated, as a member of or consultant to the institution classification committee.

Position(s) exist with the institution(s) listed above with the Department of Corrections and Rehabilitation.

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special testing arrangements, mark the appropriate box on the "Examination Application." You will be contacted to make specific arrangements.

VETERANS POINTS/ CAREER CREDITS

Career credits or Veteran's Preference Points will be granted in this examination. Due to changes in the law, which were effective January 1, 1996, veterans who have achieved permanent civil service status are not eligible to receive Veteran's Preference Points. **If you receive Veteran's Preference Points, you cannot also receive career credits in this examination.**

GENERAL INFORMATION

It is the candidate's responsibility to the **Delegated Testing Office** at **(661) 721-2345 ext. 6724** three weeks after the final filing date if he/she has not received his/her progress notice.

Veterans Preference: California law allows the granting of Veterans Preference Points in Open Entrance and Open, Nonpromotional Entrance examinations. Veterans Preference Points will be added to the final score of all competitors who are successful in these types of examinations and qualify for and have requested these points. Credit in **Open Entrance** examinations is granted as follows: 10 points for veterans, widows and widowers of veterans and spouses of 100% disabled veterans; and 15 points for disabled veterans. Credit in **Open, Nonpromotional** Entrance examinations is granted as follows: 5 points for veterans; and 10 points for disabled veterans. Directions to apply for Veteran's Preference Points are on the Veterans Preference Applications (Std. Form 1093) which is available from the State Personnel Board, P.O. Box 944201, Sacramento, CA 94244-2010 and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

Career Credits: California law allows the granting of career credits in Open, Nonpromotional examinations. Career credits are three points added to the final qualifying score of each competitor who is a state employee with permanent civil service status or employees who have a mandatory right of reinstatement to such a position; or a full-time exempt employee with 12 months consecutive service; or individuals who have served one full year in or are a graduate of the California Conservation Corps (CCC) (eligibility expires 24 months after graduation from the CCC). Effective January 1, 1983, AB 3325 (1982) eliminated career credits for classes designated by DPA as managerial.

The Department of Corrections and Rehabilitation reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

Examination Locations: If this examination requires a written test and/or oral interview, they will be scheduled throughout the State at the correctional institutions and/or parole regions. However, locations of the written test and/or oral interview may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multidepartmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CDCR TESTING INFORMATION CALL (916) 322-2545
California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2929
www.cdcr.ca.gov

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS